

**HENRICO COUNTY  
NOTICE OF SPECIAL MEETING  
BOARD OF SUPERVISORS**

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, July 22, 2014, at 5:00 p.m.** in the County Manager's Conference Room located on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matters to be reviewed by the Board at this time are:

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|------------------|---|
| 5:00 - 5:30 p.m. | Culture Works Update                      |
| 5:30 - 6:00 p.m. | Update on Major Road Improvement Projects |
| 6:00 - 6:15 p.m. | Regular Meeting Agenda Items              |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
July 17, 2014

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**July 22, 2014**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – July 8, 2014, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

193-14                      Resolution - Congratulating Richmond Dragway on Its 50<sup>th</sup> Anniversary.

**PUBLIC HEARING ITEMS**

194-14                      Resolution – Amendments to the FY 2014-15 Annual Fiscal Plan: July, 2014.

195-14                      Resolution - Signatory Authority - Easement Agreement - Sprintcom, Inc. - Brookland District.

196-14                      Resolution - Signatory Authority - Conveyance of Land - Old Pump Road - Three Chopt District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

197-14                      Introduction of Ordinance – To Amend and Reordain Section 20-77 Titled “Pollution control equipment and facilities,” Section 20-113 Titled “Exemption for household goods and personal effects of residents,” Section 20-377 Titled “Relief from erroneous assessment; appeals,” Section 20-383 Titled “Written ruling from the director of finance,” and Section 20-843 Titled “Exemptions” of the Code of the County of Henrico to Conform to State Legislation Exempting Certain Property and Food and Beverage Sales from Taxation and Allowing an Administrative Appeal of Business License Classification.

198-14                      Introduction of Ordinance – To Amend and Reordain Section 5-27 of the Code of the County of Henrico Titled “Dogs killing or injuring livestock or poultry” to Conform to State Legislation Allowing Animal Protection Officers to Seize Dogs Found in the Act of Killing or Injuring Livestock or Poultry.

- 199-14 Introduction of Ordinance – To Amend and Reordain Section 21-23 of the Code of the County of Henrico Titled “Enforcement officers” to Conform to State Legislation Eliminating the Reference to Special Police Officers.
- 200-14 Resolution - Authorization for Grant Funding - Tuckahoe Creek Park - Tuckahoe District.
- 201-14 Resolution - Signatory Authority - Memorandum of Understanding - Chickahominy Water Access Trail - Varina District.
- 202-14 Resolution - Award of Contracts - Annual Engineering Services - Water and Sewer Projects - Draper Aden Associates and URS Corporation.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
July 22, 2014**

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**PRESENTATION**

**RESOLUTION - Congratulating Richmond Dragway on Its 50<sup>th</sup> Anniversary.**

Richmond Dragway was built in eastern Henrico County in 1964 and has continuously hosted drag racing events for the past five decades. Since 2008, Richmond Dragway has operated under the watchful guidance of track owners Johnny and Allison Davis as they have continued and enhanced the legacy of founder and original owner Dan Weis, Johnny's uncle, who passed away on May 16, 2014. This resolution extends the Board's sincere congratulations to Johnny and Allison Davis and the staff of Richmond Dragway as they commemorate the 50<sup>th</sup> anniversary of this venerable local business by bringing race fans and our community a special season of exciting and challenging events.

**PUBLIC HEARING ITEMS**

**RESOLUTION - Amendments to the FY 2014-15 Annual Fiscal Plan: July, 2014.**

A Board paper was presented on July 8, 2014, which (a) received requests for amendments to the Annual Fiscal Plan and a proposed project-by-project list of capital projects of the Henrico County Public Schools funded with meals tax revenues, (b) directed the advertisement of same, and (c) set the date for a public hearing. The Board may now receive this paper, which, if approved, amends the Annual Fiscal Plan and appropriates funds for expenditure, as applicable, on July 22, 2014. After the public hearing, at that same meeting, this paper may be approved.

**RESOLUTION - Signatory Authority - Easement Agreement - Sprintcom, Inc. - Brookland District.**

This Board paper authorizes execution of an easement agreement with Sprintcom, Inc. for installation of an underground fiber optic cable in RF&P Park. The easement will allow Sprintcom to provide fiber optic cable service to its existing telecommunications tower in the park. The agreement requires Sprintcom to relocate the fiber optic cable at its expense should the cable interfere with future development of the park. The Real Property Department has processed this request through the Departments of Public Utilities, Public Works and Recreation and Parks without objection.

The Directors of Recreation and Parks and Real Property recommend approval, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Conveyance of Land - Old Pump Road - Three Chopt District.**

This resolution authorizes execution of a deed, in a form approved by the County Attorney, quitclaiming to John C. and Kathryn K. Zehler and Tommy L. England 4,805.19 square feet of Old Pump Road at its intersection with Church Road. The County will reserve a permanent drainage & utility easement for existing facilities.

The Board abandoned this land at its May 27, 2014 meeting. The abandonment and conveyance was part of the John Rolfe Parkway Project condemnation settlement with the adjacent owners, the Zehlers and Tommy L. England.

The Directors of Public Works and Real Property recommend approval of this Board paper; the County Manager concurs.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 20-77 Titled “Pollution control equipment and facilities,” Section 20-113 Titled “Exemption for household goods and personal effects of residents,” Section 20-377 Titled “Relief from erroneous assessment; appeals,” Section 20-383 Titled “Written ruling from the director of finance,” and Section 20-843 Titled “Exemptions” of the Code of the County of Henrico to Conform to State Legislation Exempting Certain Property and Food and Beverage Sales from Taxation and Allowing an Administrative Appeal of Business License Classification.**

This Board paper introduces for advertisement and public hearing on August 12, 2014 an ordinance to amend various provisions of Chapter 20 of the County Code. The amendments conform to state legislation exempting certain property and food and beverage sales from taxation and allowing an administrative appeal of business license classification.

This ordinance is required by legislation enacted by the 2014 General Assembly. It was discussed with the Board in a work session on July 8, 2014.

**INTRODUCTION OF ORDINANCE – To Amend and Reordain Section 5-27 of the Code of the County of Henrico Titled “Dogs killing or injuring livestock or poultry” to Conform to State Legislation Allowing Animal Protection Officers to Seize Dogs Found in the Act of Killing or Injuring Livestock or Poultry.**

This Board paper introduces for advertisement and public hearing on August 12, 2014 an ordinance to conform to state legislation allowing animal protection officers to seize dogs found in the act of killing or injuring livestock or poultry. Prior to July 1, animal protection officers did not have discretion to seize such dogs and were legally obligated to kill them.

This ordinance is required by legislation enacted by the 2014 General Assembly. It was discussed with the Board in a work session on July 8, 2014.

**INTRODUCTION OF ORDINANCE – To Amend and Reordain Section 21-23 of the Code of the County of Henrico Titled “Enforcement officers” to Conform to State Legislation Eliminating the Reference to Special Police Officers.**

This Board paper introduces for advertisement and public hearing on August 12, 2014 an ordinance to eliminate the reference to special police officers in the County’s taxicab ordinance. This ordinance is proposed in response to legislation enacted by the 2014 General Assembly that repealed the process by which the Circuit Court appointed special police officers for the Capital Region Airport Commission. Under the new legislation, which became effective on July 1, the Commission appoints its own police officers.

This proposed ordinance was discussed with the Board in a work session on July 8, 2014.

**RESOLUTION - Authorization for Grant Funding - Tuckahoe Creek Park - Tuckahoe District.**

This resolution authorizes the County Manager to apply for and receive a \$260,000 grant from the Federal Highway Administration administered through the Virginia Department of Conservation and Recreation (DCR) as part of its 2013-2014 Recreational Trails Program (RTP).

The RTP grant requires a 20% local match. It will be used by the Division of Recreation and Parks to supplement revenue appropriated from the General Fund for Tuckahoe Creek Park, Phase I. This project will construct a boardwalk and trails on park property along a portion of Tuckahoe Creek near the end of Ridgefield Parkway.

The total project cost is \$582,424, and the 20% match is available within appropriated project funds.

DCR has notified the County that the grant request is pre-approved pending the final environmental review. Staff will complete the required review and anticipates final approval of the grant this fall.

The Board paper authorizes the County Manager to execute all documents necessary to obtain the grant in a form approved by the County Attorney.

The Director of the Division of Recreation and Parks recommends approval, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Memorandum of Understanding - Chickahominy Water Access Trail - Varina District.**

The James River Association (“JRA”), the Virginia Department of Transportation (“VDOT”) and the County of Henrico, Virginia (the “County”) desire to provide residents a quality public access point to the Chickahominy River from the parking lot and Chickahominy Water Trail owned by VDOT near the Grapevine Bridge at N. Airport Drive (“the site”).

JRA has agreed to install trail improvements, a canoe/kayak launch and trailhead signage at the site using grant funding awarded by the National Park Service.

The general location of the improvements is shown on the “Chickahominy River Access Concept Plan” dated February 7, 2014 (the “Concept Plan”).

Upon completion of the improvements, the County has agreed to provide essential maintenance of the Chickahominy Water Trail and the canoe/kayak launch and VDOT has agreed to maintain the improvements located within its parking lot.

**RESOLUTION - Award of Contracts - Annual Engineering Services - Water and Sewer Projects - Draper Aden Associates and URS Corporation.**

This Board paper awards annual contracts for professional services to Draper Aden Associates and URS Corporation for annual engineering services for water and sewer projects on an as-needed basis.

On May 23, 2014, the County received seven proposals in response to RFP #14-9593-4CE. Following review and evaluation of the proposals, the selection committee interviewed the following firms:

**Draper Aden Associates  
URS Corporation  
Whitman, Requardt & Associates, LLP  
O’Brien & Gere**

The scope of the work includes engineering studies, designs, cost estimates and construction administration for repairs and improvements for water and sewer mains operated by the Department of Public Utilities. Projects will include those identified in the Capital Improvements Program as well as projects to address unforeseen and emergency conditions.

Based upon professional qualifications and experience in providing these services, the Selection Committee selected Draper Aden Associates and URS Corporation as the two top-ranked firms and negotiated hourly rate schedules with each firm.

The contract terms are from August 1, 2014 to July 31, 2015. The County may renew each contract for two additional one-year terms.

Compensation will be based on the hourly rate schedules that have been negotiated with each firm. Fees shall not exceed \$300,000 for any single project or \$1,500,000 per one-year term. Funding to support these contracts will be provided by the Water and Sewer Revenue Fund.

The Board paper authorizes the County Manager to execute the contracts in a form approved by the County Attorney.

The Director of Public Utilities and the Purchasing Director recommend approval of this Board Paper, and the County Manager concurs.